MASON TRANSIT AUTHORITY

The attached minutes of the Mason Transit Authority special meeting held on the 19th day of July, 2022, were approved by the Mason Transit Authority Board, by motion, on this 16th day of August, 2022.

DocuSigned by:
Sandy Tarzwell
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Sandy Tarzwell, Chair

DocuSigned by:
John Campbell
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John Campbell, Vice Chair

Cyndy Brehmeyer, Authority Member

DocuSigned by:
Wes Martin
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Wes Martin, Authority Member

DocuSigned by:
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Randy Neatherlin, Authority Member

DocuSigned by:
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Eric Onisko, Authority Member

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John Sheridan
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John Sheridan, Authority Member

DocuSigned by:
Kevin Shutty
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Kevin Shutty, Authority Member

DocuSigned by:
Sharon Trask
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Sharon Trask, Authority Member

ATTEST: DocuSigned by:
Tracy Becht
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Tracy Becht, Clerk of the Board

DATE: 8/24/2022

**Mason Transit Authority**
**Minutes of the Special Board Meeting**
**July 19, 2022**
*Virtually and at*
*Transit-Community Center Conference Room*
*601 West Franklin Street*
*Shelton*

## OPENING PROTOCOL

1. **CALL TO ORDER:** 4:14 p.m.

2. **ROLL CALL AND DETERMINATION OF QUORUM**
   **Authority Voting Board Members Present Virtually via WebEx:** John Campbell, Vice-Chair and Kevin Shutty. John Sheridan *(joined at 4:25 PM and reflected in the minutes at the juncture in which he joined the meeting.)*

   **Authority Voting Board Member Present in Person**: Sandy Tarzwell, Chair, Cyndy Brehmeyer, Randy Neatherlin, Mayor Eric Onisko and Sharon Trask.
   **Quorum met.**

   **Authority Voting Board Member Not Present**: Wes Martin.

   **Authority Non-voting Board Member Not Present:** Zachary Collins, Business Representative, IAM and AW, District Lodge 160.

   **Citizen Advisor to the Board Not Present:** John Piety

   **MTA Staff present at T-CC:** Amy Asher, General Manager; Paul Bolte, Facilities & Fleet Maintenance Manager; Tracy Becht, Clerk of the Authority Board and Tyler Hildebrandt, Technical Support Analyst.

   **Others Present**: Robert Johnson, Legal Counsel (in person) LeeAnn McNulty, Administrative Services Manager (via WebEx).

3. **PUBLIC COMMENT – [None (virtually or in-person).]**

4. **APPROVAL OF AGENDA**

   **Moved** that the agenda for the July 19, 2022 Mason Transit Authority (MTA) regular board meeting be approved. **Trask/Neatherlin. Motion carried.**

5. **CONSENT AGENDA**

   **Moved** to approve Consent Agenda items A through C as follows:
   A. Minutes of the MTA regular Board meeting of June 21, 2022.
   B. Minutes of the MTA regular Board meeting of July 7, 2022.
   C. Payments of June 17 through July 13, 2022 financial obligations on checks#36529 through 36604, as presented for a total of $643,016.32.

   **Neatherlin/Campbell. Motion carried.**

## 6. ACTION ITEMS – UNFINISHED BUSINESS [None].

### ACTION ITEMS - NEW BUSINESS:

A. **Tire Procurement**.
Amy Asher, General Manager, reported to the Board that the quote had expired before the previous Board approval. The vendor has since increased the cost by $3,238.82. Ms. Asher further informed the Board that she has noticed with other vendors that the quotes are on shorter timelines now and increased at the passing of the expiration date. Ms. Asher indicated that she is looking to the Board to approve the purchase including the increase.

**Moved** that the Mason Transit Authority Board amend its motion made on June 21, 2022, by increasing the amount to purchase the equipment to perform in-house tire service for MTA vehicles in an amount not to exceed $57,291.23 plus tax. **Neatherlin/Trask. Motion carried.**

B. **Vehicle Procurements.** Ms. Asher shared with the Board that there have been multiple discussions between transit agencies, WSDOT and DES in connection with cost increases of over 50% by manufacturers regarding receiving cutaways. There is a nationwide shortage on chassis and steel. This issue is universal to all transit agencies and the matter had been escalated from state level to FTA and other leaders at the federal level. Ms. Asher shared with the Board the two choices MTA has when faced with this dilemma: i) stick with the order and pay the increased cost; or ii) cancel the order and look for other manufacturers. Ms. Asher indicated that she and Paul had an appointment to meet with another manufacturer and have asked for input from the mechanics and operator teams. This other manufacturer has an estimated delivery time of one year, although that is not guaranteed.

*(Board member Sheridan entered the meeting.)*

## 7. STAFF REPORTS:

Ms. Asher briefly highlighted the following items:

General Manager:
- Ms. Asher indicated that she is beginning to work on the Belfair P&R ribbon cutting event. She stated that a list of the invitees would be provided to the Board so that any other suggested invitees could be made.

Financial:
- Ms. Asher shared that sales tax continues to come in 2% more than this time last year. She provided a comparison of the diesel and gas prices using current and the prices from a year ago. Ms. Asher also shared that the Exit Conference is to be conducted by the State Auditors' office tomorrow and that it was a clean audit with only one recommendation, and that being if MTA sells one of its vehicles and receives more than $5k, the money should be returned to the funding agency.

Operations:
- Ms. Asher highlighted the special services provided at Allyn Days and other events and their corresponding ridership numbers.

Facilities & Fleet:

- Ms. Asher indicated that MTA will not be painting the buildings at John's Prarie in 2022. Additionally, research was performed on UV purification and determined that the benefits were not sufficient to spend the money and install them in the fleet. MTA is currently recruiting for a fueler/detailer.

**8. COMMENTS BY BOARD:**

- The Vice-Chair inquired about the drivers receiving training to be prepared for working with people with addictions. Ms. Asher responded yes and that emergency responders have indicated that there has been an increase in responses relating to fentanyl.
- The Board Chair saw customized service and that MTA went the extra mile to pick up customers.
- Board member Sheridan indicated that he would be attending the Exit Conference the following day.

**Moved** that the meeting be adjourned.

**9. ADJOURNED** 4:51 p.m.

## UPCOMING MEETING

### BOARD MEETING

**Mason Transit Authority**
**Regular Meeting**
***August 16, 2022 at 4:00 PM***
*On-line via WebEx and in person at:*
*Transit-Community Center Conference Room*
*601 West Franklin Street*
*Shelton*